

Applicant Instructions

To search for all state government jobs, both full-time and intermittent positions, go to <http://www.in.gov/jobs/>. On the top left side of the web page, select *Employment and Careers*. A drop down menu will appear. Select either *Current Employees Job Bank* or *Non State Employees Job Bank* depending upon the applicant's status.



The applicant will be redirected to a new webpage. At the bottom of the web page select/click "*non state employees, first time users and users with accounts*".

A new web browser will open in which the applicant can log on with an existing user name and password. The applicant may also search the job bank under "*basic and/or advance job search*" prior to logging in or creating an account. First time users should click "Register Now" to create an online profile.

Current state government employees will need to know their PeopleSoft user name and password for access the Job Bank. If the applicant can't remember the user name and password, he/she should contact the IOT Helpdesk at 317-234-HELP or helpdesk@iot.in.gov